

RUSSELLVILLE
HISTORIC DISTRICT COMMISSION
MINUTES
Council Chamber City Hall – Thursday April 22, 2021
6:00PM

Commissioners Present:

Betsy McGuire - Chair
Polly Hardin
Nathan George

Suzanne Alford-Hodges
Beverly Hooten
Leo Cantu

Judy Galloway – Secretary
Leo Cantu

Commissioners Absent:

Greg Barborek, Steve Newby, Nathan George

City Council Liaison Absent:

Phyllis Carruth

Staff Present:

Victoria Marchant - Historic Preservation Officer and Planner 1

Advisors Present:

Sara Jondahl - City Planner

Liaisons Absent:

Danielle Housenick - MSR Director, Trey Smith - City Attorney, T. Kirt Sloan - Fire Chief, Richard Setian - Deputy Building Official

Call to Order, Roll Call & Welcome:

Ms. McGuire called the April 22, 2021 meeting of the Russellville Historic District Commission to order at 6:00PM. The roll was called and a quorum was established.

Approval of Minutes:

Ms. McGuire asked if everyone had read the minutes of the March 25, 2021 meeting. She noted two corrections Ms. Hardin made the motion to approve the minutes and Ms. Alford made the second. The motion passed by a voice vote.

Agenda:

The first item on the agenda was a discussion of a revision of the timelines for the survey of the Russellville Old Town area of Russellville. The Field Investigation of the area was due on March 10, 2021, the Draft survey report and forms are due to AHPP and the City of Russellville on April 30, 2021 and the Final survey report and forms to AHPP and the City of Russellville HDC are due on June 25, 2021. Terracon is paid \$4000.00 as each milestone is reached. The draft survey report was completed in pencil and parts were very difficult to read. The final survey forms will be in pen or completed digitally.

The next item on the agenda was consolidation of all ordinance revisions concerning the RHDC (2023, 2048, 2212 and 2236) that have occurred since the creation of the Russellville Historic District Commission. This item is connected to the third item about enacting Technical Review meeting with applicants to prevent incomplete COAs being submitted to the commission. Consolidation and revision regarding technical review would be considered together and require revision to the ordinance. Many commissions did not have copies of all of the ordinances. Ms. Galloway will send them out for inclusion in commissioner's manuals.

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Unfinished Business:

Mr. George was absent at this meeting and unable to give a report on the progress of the letter to property owners about the advantages and requirements of being an owner or tenant in the Russellville Downtown Historic District. The commission concurred that a letter and an updated brochure would be the best information to include. The brochure and letter needs to be added to RHDC section of the city website. Mr. Cantu asked again about an appropriation for the brochure and letters and questioned if the RHDC needs to put in a request to the city for money to proceed. No vote was taken.

New Business:

Commissioner terms were again discussed. Ms. Jondahl indicated that the city council has not acted on commissioners whose terms have expired. The appointment of commissioner's timeline to coincide with the planning commission was discussed. This would have to be a part of the ordinance change. No vote was taken.

Ms. Alford brought up the suggestion that perhaps the commission needs to review colors in the historic district. Some color selections by building owners are not appropriate for a historic district. She pointed out that Sherwin Williams and Benjamin Moore companies have historic color palettes that would be appropriate. Further discussion is planned for next month's meeting.

Ms. McGuire reminded commissioners about the Smithsonian "Green Book" exhibit at 6PM Thursday May 20th. It is the first public opening of an exhibit at Mosaic Templar's since the Covid pandemic began.

On Saturday June 19th the Friends of the Latimore Tourist Home will have a public presentation at James School Park regarding preservation of this historic property.

Adjournment:

Ms. Hooten made the motion to adjourn at 6:50PM and Ms. Alford made the second. The motion was approved by a voice vote.

Betsy McGuire - Chair

Date